

Town of Milton

115 Federal Street
Milton, DE 19968



www.milton.delaware.gov

Phone: 302-684-4110

Fax: 302-684-8999

July 19, 2013

To: Mayor and Council
From: Dustan L. Russum
Public Works Director
RE: Monthly Report

During the past month, the water, streets, and parks department has been very diligent with completing the issued work orders as detailed below. Along with doing the work orders that are shown below, there are other tasks that are done daily, weekly, and monthly. For example, trash is collected from the parks and street trash cans six times a week and now that summer is here grass is being cut once a week, except for this past month we had to cut Mill Park and Memorial Park some extra times due to the amount of rainfall this month. We have been trying to keep up with the fast going weeds in the curb lines also, but the amount of rainfalls we have been having has washed the chemicals off before it even dries in some cases, there are only a few weed killers that we are aloud to use on our streets, so getting something stronger is not an option. In the water department, water samples are done everyday of the week and state samples are done once a month. The Public Works Department is also given the task of setting up and cleaning up any town meetings. There are several tasks that are completed for tracking, such as work orders, time sheets, and all water reports and readings are logged in and sent to the Department of Health.

I attended a class at DEMA on Hurricane Readiness this past month. The information that I collected in this class was very helpful. So over the next several weeks I'm going to start putting a plan together for the town. For better understanding of this plan, it can be called a checklist. For example, when the town knows that there's a large threat a storm coming what we do first. Well the Public Works knows that we check generator to make sure its in working condition, even through it runs once a week, we know to double check it. And in the downtown area we pick up the planters downtown and take them to the shop. These are just two things that we do, but none of this is on paper. So my goal is to sit down with all departments and come up with a plan. There is a lot of things that go into preparing for a storm.

In the parks department, as I stated last month that I have contacted Rob Gano with the Delaware Division of Fish and Wildlife. The next step was to set a date, to have a meeting and go through the town's shoreline areas. We are trying to determine who takes care of what. Rob and I have set a date for August 6, 2013 to meet. I also stated to Rob about the dead trees along the shoreline in the park area, Rob has reached out to the shoreline clean up crew to see if they could give us a hand in cleaning up these dead trees. I feel that this could be a group effort in cleaning these areas up. The next item on list of concerns is the port a potties , they get cleaned twice a week now, but with the increase of events or just the amount of families coming to the park has made the potties fill faster. So what I have done to fix the problem is increase cleaning to three times a week now, if this does not fix the problem, we may need to add an extra potty in the park. Another thing that was done for this department was some safety training, one of the most important things this time of year is the heat. So during this training several things were discussed, such as what clothing to wear, to help you stay cool and to always wear sun block

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to help preventing you from getting burned from the hot sun and to also always to remember to keep water near by to keep you hydrated while working.

The street department has been fighting these weeds since early spring due to the amount of rainfall we have had this year. But this past month we have had some extra hot days and no rain for several days, so we where able to get these weeds knocked down. If this rain doesn't slow up some this summer, this may be an on going battle for us. Also we have spent a day riding the streets and fixing all the pot holes around town.

In the water department we have made some changes with well 5. Currently well 5 were listed as an emergency status. This means that if our other wells where to fail, we could turn well 5 on so we can maintain some sort of water supply to the town. This water that comes from well 5 smells terrible, but some water is better than no water. However by having well 5 listed as emergency, I would still half to get the water tested before it's turned online. This process may take up to 48 hours before we get the results back from the state lab. So to speed this process up of down time, I'm going to change the status from emergency to back-up. The change means that I would have to sample this water monthly to check for any bacteria. By doing this, incase the other wells fail, all I would need to do is call the office of drinking water to notify them that I'm turning well 5 online. Since the well is being tested monthly I would not need to do a sample before turning it online. Along with doing the monthly samples we will be blowing the well off twice a month to keep the well in better working condition. Also in this department we had some training to do, we had a guest speaker from United Rentals to give the Public Works Department some training on trenching. In this class they went over safety measures that need to be taken while in a trench making repairs, for example water mains break. So one rule of thumb would be 4, 5 and 20 rule. This means 4 feet you are required to have a ladder in the hole, over 5 feet deep you are required to have shoring, and 20 feet means you are required to have a ladder within 20 feet of you at all times while working in the trench. This was some of the helpful tips that were given to keep us safe while doing our jobs.